

815 KAR 20:034

Section 1. Provider Registration.

- (1) The Office shall maintain a list of approved continuing education course providers. An approved provider shall meet the criteria established in Section 2 of this administrative regulation.
- (2) Each continuing education course provider shall register with the Office as required by subsection (3) of this section before submitting course materials for approval by the Office. Registration shall be valid for two (2) years from the date of issuance.
- (3) Course providers shall register on Form PLB-3 provided by the Office and shall include the following:
 - (a) The name, mailing address, e-mail address, telephone and fax numbers of the provider;
 - (b) The names and addresses of any persons who have received or will receive any portion of revenues generated from the course; and
 - (c) The fee, if any, to be charged to participants.
- (4) The course provider shall report to the Office any changes to the information submitted in the initial registration within thirty (30) days after the change take effect.